

## Inspection Code List

### Building

205	Footing
210	Foundation walls
215	Footing drain
220	Slab
225	Post/beam structural
230	Underfloor insulation
235	Shear walls/anchors
240	Exterior sheathing
242	Interior shear walls
245	Firewall
250	Roof nailing
255	Wtr proofing basement walls
260	Tilt-up panel
265	Masonry
270	Reinforcing steel (rebar)
275	Framing
280	Insulation
285	Drywall nailing
287	Suspended ceiling
289	Approach/sidewalk
295	Misc. inspection
299	Final inspection

### Fire Protection System

905	Sprinkler underfloor/slab
910	Sprinkler rough-in/test
915	Fire alarm rough-in
920	Suppression trip test
995	Misc. inspection
998	Alarm final
999	Sprinkler final

### Site Work

405	Excavation
410	Fill
415	Grading
420	Sprinkler supply lines
495	Misc. inspection
498	Grading final
499	Final inspection

### Manufactured Structure

805	MFG-Structure grading/footing
810	MFG-Structure set-up
899	MFG-Structure final

### Electrical

105	Underground/slab cover
110	Temporary electrical service
115	Electrical service
120	Electrical rough-in
125	Wall cover
130	Ceiling cover
135	Low voltage
140	Sign installation
145	A/C or heating unit circuit
150	Hot tub/spa/pool
195	Misc. inspection
199	Electrical final

### Mechanical

605	Post/beam mechanical
610	Gas line
615	Mechanical rough-in
620	Hydronic piping
625	Duct work
630	Fire damper
635	Smoke detector shutdown
640	Exhaust hood
695	Misc. inspection
699	Mechanical final

### Plumbing

305	Plumbing underslab
310	Crawl drain
315	Post/beam plumbing
320	Plumbing rough-in
322	Shower pan
330	Water service
335	Rain drain
340	Storm drain
345	Culvert/catch basin
350	Septic tank
395	Misc. inspection
399	Plumbing final

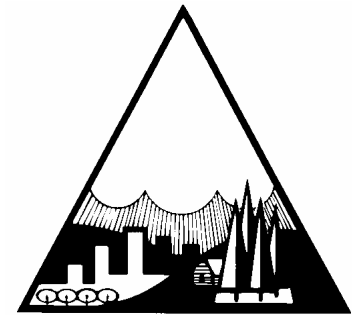
### Sewer

505	Sanitary sewer
595	Misc. inspection
599	Final inspection

## *User's Guide*

# Automated Inspection Request

**503-639-4175**  
(24 hours a day)



## CITY OF TIGARD BUILDING DIVISION

13125 SW Hall Blvd.

Tigard, OR 97223

503-639-4171

[www.tigard-or.gov](http://www.tigard-or.gov)

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## System Information

In an ongoing commitment to improve customer service, the City of Tigard building division has installed an automated inspection request system for inspections, 24 hours a day, 7 days a week, with a cut-off time of 7:00 AM for inspections that business day.

The system prompts will guide you through the process to:

**Schedule Inspections**  
**Cancel Inspections**  
**Obtain Inspection Results**

**Before you call, you will need:**

- A touch-tone telephone
- A permit number.
- An inspection code (see Inspection Code List on the back of this *User's Guide*).

**To access the system, call  
503-639-4175**

**At the Main Menu, choose from the following options:**

Press [1] To schedule an inspection.  
Press [2] To cancel an inspection.  
Press [3] To obtain inspection results.  
Press [0] To speak with department staff.  
Press [\*] To repeat these options.

## Schedule An Inspection

**Step 1: Access Main Menu.**

Press [1] To schedule an inspection.

**Step 2: Enter Permit Type.**

Press [1] BUP Building structural and fire protection systems  
Press [2] ELC Electrical  
Press [3] ELR Restricted Energy  
Press [4] MEC Mechanical  
Press [5] MST Master residential combination  
Press [6] PLM Plumbing  
Press [7] SIT Site Work  
Press [8] SWR Sewer Connection

**Step 3: Enter Permit Number.**

Enter all digits of your permit number, including all zeros, followed by the # sign.

Example: For permit number BUP2004-00246, enter 200400246#.

The system will verify your permit number and the job site address.

**Step 4: Enter Inspection Code.**

See the list of inspection codes on the back of this *User's Guide*, or use the system prompts to determine the code.

**Step 5: Additional Options.**

- Leave a message for the inspector.
- Request another inspection on the same or a different permit.
- Get a confirmation number.
- Return to the Main Menu.

## Cancel An Inspection

**Step 1: Access Main Menu.**

Press [2] To cancel an inspection.

**Step 2: Follow Steps 2-4 for "Schedule An Inspection".**

**Step 3: Additional Options.**

- Reschedule the inspection.
- Cancel another inspection for the same or a different permit.
- Get a confirmation number.
- Return to the Main Menu.

**Note: If you call after 7:00 AM to cancel an inspection for that day, you will need to call building staff at 503-718-2433.**

## Obtain Inspection Results

**Step 1: Access Main Menu.**

Press [3] To obtain inspection results.

**Step 2: Follow Steps 2-4 for "Schedule An Inspection".**

**Step 3: Additional Options.**

- Hear message from the inspector.
- Listen to more results for the same or a different permit.
- Get a confirmation number.
- Reschedule failed inspections.
- Return to Main Menu.

**Reinspection fees must be paid by 4:30 PM for inspections the next business day.**